

ÉCOLE PAULINE JOHNSON PARENT ADVISORY COUNCIL MEETING
Annual General Meeting (AGM 2026)
Meeting Agenda
June 11th, 2026 6:00-8:00pm
Location: Pauline Johnson Gym

Attendees: Melissa Gardinetti, Anna Chen, Asal Shalviri, Robin Turnill, Verena Lam, Mina Saghe Zadeh, Michelle Quilter, Olivia Zishiri, Barry Nguyen, Christel Randolph, Laureline Balzan, Cathy Pang

1. Welcome and Call to Order – Anna Chen

2. Vote to Approve 2026/2027 Executive Committee Slate – Robin Turnill

The proposed Executive Committee slate for 2026/2027 was presented:

- Secretary – Robin Turnill
- Events Assistant – Cathy Pang
- Events Assistant – Laureline Balzan
- Communications Lead – Christel Randolph
- Executive Members-at-Large – Additional volunteers sought

Motion: To approve the new Executive Committee members for the 2026/2027 school year. Motion was unanimously approved.

3. PAC Team Overview – Robin Turnill

The current PAC Executive Team was recognized:

- Melissa Gardinetti – Chair
- Asal Shalviri – Treasurer
- Robin Turnill – Secretary
- Olivia Zishiri – Volunteer Lead
- Laureline Balzan – Events Assistant
- Anna Chen – DPAC Representative
- Christel Randolph – Communications Lead

The current PAC Members at Large were recognized:

- Laureline Balzan – Rep for Canadian Parents for French & PJ Park Lead
- Megan McGettigan – Spirit Committee Lead

- Paola Chavez – Fun Lunch Lead

The resigning PAC Members were recognized:

- Barry Nguyen – Past Chair
- Claudia Chavez – Past Chair
- Verena Lam – Secretary
- Samar Hu – Communications Lead
- Paige Hurford – Events Team
- Aaliya Gradley – Whatsapp Coordinator

Volunteer Participation Request:

PAC Members are needed for the coming year. More parent involvement reduces individual burden and improves event success.

Opportunities such as fun lunch distribution and event team participation were promoted as accessible ways to contribute.

4. PayPal Account – Robin Turnill

The existing PayPal account is frozen and tied to outdated user information, creating administrative risk for PJ PAC. This account has not been used in over 5 years and is recommended to be closed. Monique Schelle has been leading the process to work with PayPal to manage this issue.

Motion: To allow Monique Schelle, a PJ PAC member and past Chair of the PAC, to manage the PayPal Account. Motion was unanimously approved.

5. Events Year in Review – Melissa Gardinetti

PAC delivered extensive programming, raising funds and fostering community engagement through diverse initiatives through over 30 different events.

Events included welcome back coffee, spirit wear sales, World Teacher Day, and monthly Gelato Fridays that attract high participation.

Seasonal and cultural celebrations like Halloween dance, Lunar New Year, Nowruz, and Crepe Day were successfully run by dedicated volunteer leads.

The Santa's Workshop fundraiser was the largest annual event, with broad community involvement ensuring its success.

Innovations like movie nights debuted this year and will continue due to positive reception and sustainability.

Fun Lunch expanded from three to five days weekly, becoming the largest fundraising source.

The new "Pitch N Chip In" initiative raised \$1,500 from donations by 18 families, diversifying revenue streams.

The vintage spirit wear sale outperformed new sales, showcasing creative fundraising approaches.

These efforts contributed to exceeding income projections, underpinning PAC's capacity to fund school programs.

PAC subsidized field trip bus costs by approximately \$350 per class, easing family expenses and boosting participation.

Arts and athletics programs such as Tennis, Ultimate Frisbee, and K Pop were supported, with the school achieving a fourth-place finish in competitions.

Grade 7 graduation and joint Grade 6-7 first aid training were financially supported to enhance student experiences.

The garden beautification project secured a free grant of 500 bulbs for fall planting, enriching the school environment.

A big thank you to all events leads and volunteers was communicated.

6. Reconciliation Report – Asal Shalviri

2025/2026 Reconciliation Report was reviewed and will be posted on PJ PAC website. Outstanding items included Grade 7 graduation reimbursements and remaining Fun Lunch vendor payments.

Total income reached nearly \$34,000 driven by fun lunch expansion and new events like movie nights. Gaming grants and popsicle sales added steady revenue streams.

Expenses were managed efficiently, coming in at approximately \$31,000. The result was a positive net balance of around \$2,700.

7. Budget Presentation 2026/2027 – Melissa Gardinetti

The proposed 2026/2027 budget was reviewed and will be posted on the PJ PAC website. PAC discussed maintaining approximately one year of operating reserves while directing surplus funds toward school enhancement initiatives.

PAC achieved a balanced financial position with increased income and controlled spending, enabling strategic allocations for the next year.

Income heavily relies on fundraisers supplemented by grants and district payments.

Budget allocations include cultural events, arts and athletics, staff appreciation, and new initiatives with clear spending priorities.

New fundraising events like the Cocktails and Canapés night aim to boost income further.

Capital Projects and Infrastructure Investments:

PAC committed to enhancing learning environments through targeted capital spending on classroom furniture and audio systems. Approval was sought, and granted, to allocate approximately \$52,000 from savings for capital projects.

The strategy is to retain one year's operating costs and invest the remainder into school upgrades.

Priority projects include modernizing classroom furniture and installing Phonak speaker systems to improve acoustics and teacher vocal health.

The Principal, Mme Evans, curated a wish list based on daily school observations and educational needs.

The capital projects fund is seen as a critical investment to elevate the school's physical and learning environment.

Classroom Furniture Upgrade Details

Three classrooms were updated last year fully funded by the school, costing about \$25,000 per classroom.

For 2026-2027, two additional classrooms are planned, with an estimated \$10,000 per classroom for tables and exploration of cost-effective seating options.

PAC funding is intended to supplement these school investments, accelerating furniture modernization.

Old furniture is redistributed district-wide, ensuring resource efficiency.

Phonak System Expansion

Currently, 10 primary classes and one intermediate class are equipped with Phonak systems; the goal is full rollout across all classrooms.

These systems aid hearing-impaired and neurodiverse students and help teachers preserve their voices, enhancing classroom engagement.

Exact costs are being looked into but in principle, the PAC members support this initiative.

Playground Drainage and District Involvement

The playground faces severe flooding issues requiring expensive excavation and drainage work (~\$100,000+), funded by district grants rather than PAC.

A temporary stopgap drainage fix will be implemented by facilities before formal grant-funded remediation in two years.

PAC consensus favored focusing funds on furniture and Phonak systems, leaving large-scale playground work to district authorities.

Ongoing engagement with district facilities management is planned to monitor and advocate for playground improvements.

Motion: To approve the 2026/2027 budget as presented. Motion was unanimously approved.

8. Calendar Presentation 2026/2027 – Olivia Zishiri

The proposed PAC calendar for 2026/2027 was presented and reviewed. Upcoming events, volunteer opportunities, and planning requirements for the new school year were discussed.

- Tues Sept 8th Welcome Coffee & Spirit Wear Sale
- Friday Sept 11th Popsicle Day
- Thursday Sept 17th Parent Cheese & Charcuterie Meeting
- Friday Oct 2nd Popsicle & Gardening Day
- Monday Oct 5th World Teacher Day; Coffee & Cookies
- Thursday Oct 15th Parent Meeting
- Friday Oct 23rd Stay Safe Course (Grades 5/6/7)
- Friday Oct 30th Halloween Monster Mash - DJ RocknBeau
- Friday Nov 6th Popsicle Day
- Thursday Nov 12th Parent Meeting
- Friday Nov 13th Family Country Twirl Night - Brent Mawdsley
- Friday Dec 4th Merry Movie Night
- Thursday Dec 10th Santa's Workshop
- Thursday Dec 17th Hot Cocoa Day
- Thursday Feb 4th Parent Meeting
- Friday Feb 5th Popsicle Day or Hot Cocoa TBD
- Tuesday Feb 11th Crêpe Day
- Thursday Feb 18th Lunar New Year
- Friday March 5th Popsicle Day & Spirit Wear Sale
- Friday March 12th Nowruz
- Friday April 2nd Popsicle Day
- Thursday April 8th Parent Meeting
- Thursday April 15th Spring Movie Night
- Thursday May 6th Staff Appreciation Potluck
- Friday May 7th Popsicle & Gardening Day
- Saturday May 15th Cocktails & Canapés Parent Night
- Friday June 4th Popsicle & Gardening Day
- Thursday June 10th PAC AGM
- Friday June 18th Popsicle Day

9. Principal's Remarks – Mme. Evans

Mme. Evans thanked PAC members and volunteers for their support throughout the year and shared remarks regarding school achievements, community involvement, and continued collaboration between PAC and the school.

School Staffing:

The school will undergo staffing changes in the coming year. Several teachers and assistants will be on leave or departing PJ.

The new incoming Vice Principal brings strong French immersion coordination and fine arts expertise.

The school is actively recruiting to fill vacancies including music teacher and lunchtime supervision aide roles.

Class Size and Division Adjustments for 2026-2027:

The school will have two kindergarten classes, two classes each for grades 1-4, three classes for grades 5 and 6, and one grade 7 class for early French immersion. The late French immersion program remains stable with one class for Grade 6 LFI and one class for Grade 7 LFI

Class configurations are approved by district superintendent based on enrollment and funding constraints.

10. Adjournment – Melissa Gardinetti

The Chair thanked all volunteers, committee members, and families for their contributions throughout the year.

Meeting adjourned.